

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF COMMUNITY AFFAIRS**

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**CDBG****Community Development Block Grant Program****MANAGEMENT MEMORANDUM****Memorandum Number: 01-4****TO: All Eligible Jurisdictions and Interested Parties****DATE: June 15, 2001****SUBJECT: Announcement of CDBG California Community Economic
Enterprise Fund Application Workshops for FY 2001/2002****Purpose of this memo:**

This memo is an invitation to all eligible jurisdictions and interested parties to attend a CDBG Enterprise Fund application workshop. The dates and locations of the five workshop sessions are shown on the following page.

Workshop contents

These workshops provide information to eligible jurisdictions and interested parties about the availability of funds and how to prepare the application package. State CDBG staff will be available before and after the workshops to meet with interested parties to discuss specific funding proposals.

Who should attend?

These workshops are most important to those jurisdictions intending to submit an Enterprise Fund application in the FY 2001-2001 funding round. Jurisdictions and interested parties should plan to attend the workshop in their region. Travel to these workshops is an allowable CDBG expense under general administration. EDBG Field Representatives from each region will be available for consultation at the workshops.

For further information:

Please contact the EDBG Program Secretary at (916) 445-6000 or your EDBG Field Representative.

Schedule of FY 2001/2002 CDBG Enterprise Fund Application Workshops

Date	Location
Tuesday, June 26, 2001	City of Eureka Council Chambers 531 K Street Eureka CA,
Thursday, June 28, 2001	City of Anderson City Hall 1887 Howard Street Anderson, CA
Thursday, July 12, 2001	State HCD Headquarters Building 1800 Third Street Conference Rooms 183/185 Sacramento, CA
Tuesday July 17, 2001	City of Hanford 400 Douty Street West Wing of Auditorium Hanford, CA
Friday July 20,	San Diego State Office Building 1350 Front Street, Room B-107 San Diego, CA

2001-2002 Enterprise Fund Workshop Agenda

8:30 - 9:00 a.m.	Registration
9:00 - 9:15 a.m.	Introductions
9:15 - 9:45 a.m.	Program Basics
9:45 - 10:30 a.m.	Application Submittal, Review & Funding Process <ul style="list-style-type: none">▪ CDBG Eligibility▪ Application Rating Criteria
10:30 - 10:50 a.m.	Break
10:50 - 11:50 p.m.	Enterprise Fund Considerations <ul style="list-style-type: none">▪ CDBG National Objectives/Public Benefit▪ Other Federal Requirements
	Program Design and Application Preparation <ul style="list-style-type: none">▪ Application Summary
11:50 - 1:15 p.m.	Lunch
1:15 - 2:30	Program Design and Application Preparation (cont) <ul style="list-style-type: none">▪ Structuring and Designing the Enterprise Fund Program
	Application process <ul style="list-style-type: none">▪ Activity Description▪ Preparing and Completing the Forms▪ Attachments and Certifications
2:30 - 3:30 p.m.	Questions/ Answers
3:30 p.m.	Evaluation and Adjournment of general session
3:30 – 4:00pm	Micro Enterprise Program